
OPERATION GUIDE FOR REGISTRATION & PAYMENT

Before registration, please pay the paper deposit first if you have unpaid paper deposit in your account. After a successful payment, each paper deposit generates a **discount code**. When you do the registration, it will deduct 200 dollars (or 1500 RMB) from the registration fee when you add the discount code in the registration form. A registration code can only be used by one person and one registration can only use one discount code. The extra discount codes can be also used for co-authors when they do the registration.

The detailed steps for registration are listed as follows:

1. Login to the online submission system via:

<http://www.geo-shanghai.org/UserCentral/Index/Login>



GeoShanghai International Conference 2024

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Conference Dates: 26-29 May, 2024

Conference Venue: WH Ming Hotel Shanghai

Important Dates:

- Abstract due: August 31 2023
- Full paper due: November 15 2023
- Acceptance of full paper: December 15 2023
- Final full paper due: January 15 2024
- Paper Reviews: January 15, 2024
- Paper Revisions: February 5, 2024
- Final Decisions: February 15, 2024

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Login to your account

[Login](#)

Forgot your password ?
no worries, click [here](#) to find your password.

Don't have an account yet ? [Create an account](#)

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This system requires use of a web browser that supports JavaScript and HTML5. In order to achieve the best experience, links are provided below to download the most recent versions of Google Chrome, Apple Safari and Mozilla Firefox.

2. Click “Registration & Payment”, then click “Registration”, you can fill in the registration information.

If you have a **discount code**, please choose “yes” and fill the discount code. It will deduct 200 dollars from your registration fee. A discount code can only be used by one registration and one registration can only use one discount code. The extra discount codes can be used for co-authors when they do the registrations.

The screenshot shows a web interface for registration. On the left is a blue sidebar menu with the following items: Dashboard, Abstract Submission, Full Paper Submission, Paper Deposit Payment, Registration & Payment (highlighted in red), Instructions, Registration, Payment, Create Receipt, and Invitation Letter Report. The main content area has a dark blue header with two radio buttons: "Credit Card (外币支付)" and "China UnionPay (中国银联)". Below this is the question "Do you want to use the discount code?" with "Yes" and "No" radio buttons. A "Code:" input field is provided. A note states: "Note: This section is only for Chinese participants." Below the note are two radio buttons: "是否需要发票:" with options "增值税电子普通发票" and "不需要". At the bottom of the form is a text area for dietary restrictions: "If you have dietary restrictions due to health or religious reasons, please fill out the following." At the very bottom are two buttons: "Submit" (green) and "Give Up Modification & Back" (blue).

3. Please confirm the registration information you have filled in.

Registration Information

Registration No.:	0010	Registration Type:	Full Registration
Accompanying person(s):	1		
#	Gender	Name	
1	male	ft	
Additional Banquet Ticket person(s):	0	Payment Method:	Credit Card (外币支付)
Remarks:			

Paying

#	Item	Quantity	Unit Cost	Total
1	Full Registration	1	USD 650.00	USD 650.00
2	Accompanying Person(s)	1	USD 200.00	USD 200.00
3	Banquet Person(s)	0	USD 90.00	USD 0.00

Sub - Total amount: USD 850.00
Discount: USD 0.00
Grand Total: USD 850.00

Print Edit Registration Go to Payment

4. Click the button "Go", you can pay the registration fee

Payment

Thank you for your registration, please choose one of the following ways to pay the fees.

Credit Card

Issued by banks in countries except China.
(Visa, MasterCard and JCB)

USD 850.00

Go

Bank Transfer

USD 850.00

Go

Registration Payment Status:

If you pay by Credit Card or China UnionPay, you can see your payment status as following:

Registration No.	Name	Trade No.	Amount	Currency	Order Time	Status
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5. Then click the button "Go" to the payment page and start payment:

Payment Method


English ▾

Card Information

Please provide us with your card details, so that we can process your order



Billing Information

The billing address should be the same as your credit card statement address, so that we can confirm the information you hand in

Order Information

- Order ID:
20240311-897721937-085931-1

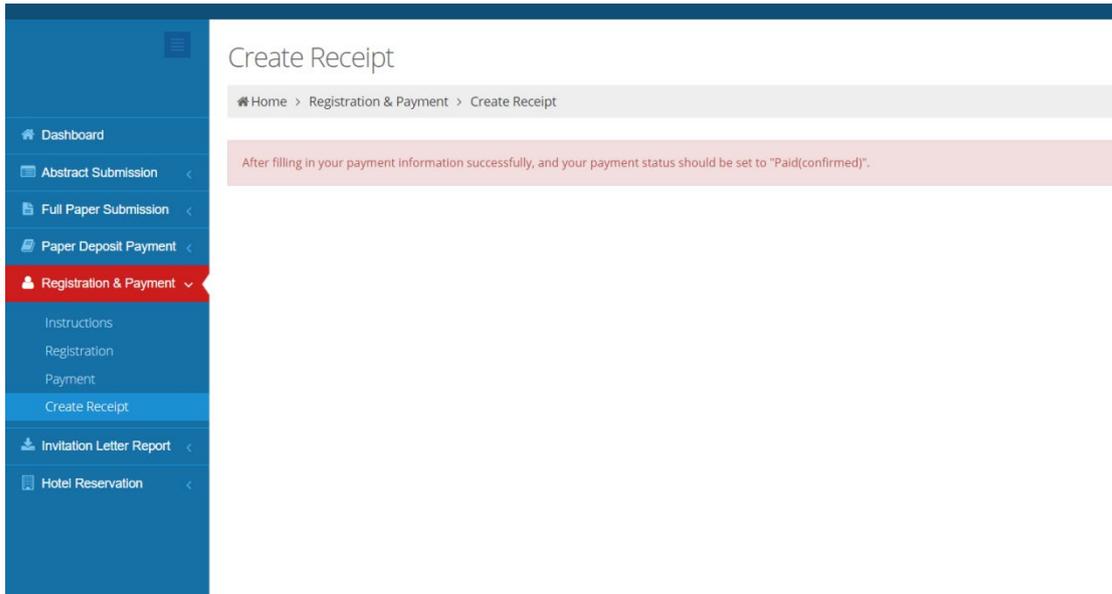
Payment Amount: USD 850.00

6. After your payment, you can view the status of the payment:

Payment for Registration	
The payment information is as follows:	
订单号:	20180208-16614-084348-1091-1756
支付金额:	0.10
币种:	CNY
支付状态:	Success

7. create a receipt

After filling your payment information successfully, your payment status should be changed to "Paid(confirmed)". Clicking the button “Create receipt” to get a receipt.



8. Click “Actions”, and then click ”Save as PDF”, you can download it to computer.

